

City of West University Place
DEMOLITION PERMIT APPLICATION FORM

Please Fill Out All Applicable Information

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">PROJECT ADDRESS:</td> <td></td> </tr> <tr> <td colspan="2">ESTIMATED DEMOLITION PROJECT COST:</td> </tr> </table>	PROJECT ADDRESS:		ESTIMATED DEMOLITION PROJECT COST:		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">FOR OFFICE USE ONLY</td> </tr> <tr> <td style="width: 50%;">PERMIT NO:</td> <td></td> </tr> <tr> <td>DATE:</td> <td></td> </tr> <tr> <td>FEE DUE:</td> <td></td> </tr> <tr> <td>FEE PAID:</td> <td></td> </tr> </table>	FOR OFFICE USE ONLY		PERMIT NO:		DATE:		FEE DUE:		FEE PAID:	
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FULLY DESCRIBE WORK TO BE DONE:

LEGAL DESCRIPTION OF PROPERTY:

TYPE OF PERMIT: (Check ALL That Apply) <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><input type="checkbox"/> DEMOLITION</td> <td style="width: 50%;"></td> </tr> <tr> <td><input type="checkbox"/> ELECTRICAL</td> <td><input type="checkbox"/> DISCONNECT</td> </tr> <tr> <td><input type="checkbox"/> PLUMBING</td> <td></td> </tr> <tr> <td><input type="checkbox"/> GAS</td> <td><input type="checkbox"/> DISCONNECT</td> </tr> <tr> <td colspan="2"><input type="checkbox"/> TREE DISPOSITION</td> </tr> </table>	<input type="checkbox"/> DEMOLITION		<input type="checkbox"/> ELECTRICAL	<input type="checkbox"/> DISCONNECT	<input type="checkbox"/> PLUMBING		<input type="checkbox"/> GAS	<input type="checkbox"/> DISCONNECT	<input type="checkbox"/> TREE DISPOSITION	
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<input type="checkbox"/> TREE DISPOSITION											

OWNER:	DEMOLITION CONTRACTOR:
Street:	Street:
City, State, ZIP:	City, State, ZIP:
Phone:	Phone:

CITY REGISTRATION NUMBER:	REGISTRATION CURRENT? YES NO
INSURANCE CARRIER:	EXPIRATION DATE:
City, State, ZIP:	LIABILITY LIMITS:
Phone:	EXPIRATION DATE:

SUBCONTRACTORS:	COMPANY NAME	LICENSEE NAME	SIGNATURE
DOZER:			
PLUMBING:			
TREE:			

BUILDING	
# of Structures	
Total Area	
Stories	
Type of Construction	
Type of Occupancy	

TREE REMOVAL	
NO. OF TREES	
REPLACEMENT INCHES	
TOTAL REPLACEMENTS	
PLBG DISCONNECT	SEWER GAS
ELEC DISCONNECT	SERVICE UG

APPLICANT'S SIGNATURE:
Application Date:

WILL ANY STRUCTURE ON THE LOT REMAIN AFTER DEMOLITION? IF SO, LIST:

REQUIRED DOCUMENTS:

Required For All Projects:

- ☐ SURVEY/SITE PLAN
- ☐ ASBESTOS CERTIFICATION (COMMERCIAL ONLY)
- ☐ APPROVED TREE DISPOSITION PLAN
- ☐ VERIFICATION OF UNDERGROUND UTILITIES LOCATIONS
- ☐ ELECTRICAL
- ☐ WATER/SEWER
- ☐ NATURAL GAS
- ☐ NEW CONSTRUCTION PLANS SUBMITTED
- ☐ CONTRACTOR INSURANCE REQUIREMENTS
- ☐ SITE FENCING
- ☐ SITE CONDITIONS INSPECTION
- ☐ SCHEDULE/SCOPE OF WORK

DECONSTRUCTION:

YES ___ NO ___

UNDERGROUND UTILITY LOCATIONS MAY BE
VERIFIED BY CALLING 811 or
1-800-245-4545.

Flood Zone: _____
Rev. 1-2-13 JRB

Development Svcs
Planning Dept.

FEMA FLOOD ZONE	
NATURAL GROUND ELEVATION	
PROPOSED FINISHED FLOOR ELEVATION	

APPROVAL	
By: _____	Date: _____
By: _____	Date: _____

Sec. 18-65. Demolition.

(a) Duty to remove, restore. It shall be the duty of each permittee on a demolition permit, at the time required by this section:

- (1) To remove and properly dispose of each demolished structure and all equipment, slab, beams, porches, rubble, steps and other debris resulting from the work; and
- (2) Grade the surface of all the ground affected by the work so that water will not accumulate and the ground can be mowed with ordinary lawnmowers.

(b) Demolition of principal building. If a principal building is demolished, the permittee shall also demolish all other structures on or appurtenant to the site (including private driveways, sidewalks, curb cuts, etc. in the adjoining street area) and remove, dispose, grade, etc. as provided above. Exceptions:

- (1) This subsection does not apply to existing structures that are proposed to be kept as accessory structures for a new principal building, if:
(i) they comply with applicable regulations; (ii) a building permit for the new building is issued at or before issuance of the demolition permit; and (iii) the building is completed within the time allowed by that permit. If a swimming pool or similar impoundment is proposed to be kept under this subsection, it must be fenced, covered and maintained so that children cannot enter (and water cannot become stagnant or breed insects).

- (2) This subsection does not apply to a driveway between the curb and sidewalk in the street area, if the owner of the site: (i) declares an intent to re-use them to begin construction on a new principal building within one year; and (ii) submits a written request for the city to remove them (if not so re-used), together with a cash deposit to cover the estimated cost of removal, plus 50 percent.

(c) Notice, completion, etc. Demolition permittees shall notify the building official before work begins, shall prosecute the work diligently to completion and shall complete the removal, disposal and grading on or before the tenth day following the day work begins. It is an affirmative defense in any proceeding to enforce this section that:

- (1) Inclement weather prevented completion and that diligence was used to complete the work at the earliest practicable time; or
- (2) If work occurred before the start of such ten-day period, it consisted of salvage operations only, it took place completely inside a building (without any outdoor storage, without any exterior changes on the site and without disturbing any window, outside door or other external part of the building), and it occurred during the term of the demolition permit; or
- (3) If the entire structure(s) are to be "deconstructed", any and all items with any possible re-use value will be salvaged and removed from the site. The deconstruction shall be prosecuted diligently and be completed 49 days from the issuance date of the demolition permit. The site shall be completely enclosed with a six (6) foot high chainlink fence with any access gates locked when actual deconstruction work is not being performed. The demolition permit shall state, at the time of submittal, that deconstruction is being requested.
(Ord. No. 1848, § 1(app. A), 7-9-2007; Ord. No. 1896, § 1, 5-11-2009; Ord. No. 1963 § 1, 10-22-12)

REQUIREMENTS FOR DEMOLITION PERMITS

1. Temporary construction fencing must enclose the entire work area during the duration of construction. The enclosure must be a minimum of 6' high. (Section 18.61 of the City Code of Ordinances).
2. Permit and address numbers must be posted on site at all times during the duration of construction. (Section 18.60 of the City Code of Ordinances).
3. It is the contractor's responsibility to ascertain the location of all underground utilities and have them plainly marked or flagged. You must dial **811** or call (1-800-245-4545) and show verification of notice through that system. You must allow sufficient time for all utilities (including the City of West U) to mark the locations of their facilities in the area of the work. (Section 18.63 of the City Code of Ordinances).
4. The site must be kept clean and reasonable free of construction debris during the duration of construction. (Section 18.58 of the City Code of Ordinances).
5. All trenching and excavation must meet the minimum requirements of the International Codes and Section 18.57 of the City Code of Ordinances.
6. The demolition must be completed within 10 days of the commencement of work unless "deconstruction" is requested at the permit submittal (Section 18.65 of the City Code of Ordinances).
7. Sanitary facilities must be provided at all times for workers during the course of construction.
8. Equipment and materials shall be stored in a safe and workman like manner.
9. Scope of work and schedule of demolition must accompany application.
10. The permit holder is required to be onsite observing all work during the course of the project.
11. There shall be city water available to control dust or any air borne contaminants (friable) from leaving the site, in compliance with the Texas Department of Health and the Environmental Protection Agency laws and regulations.

If a loss of property or damage occurs, the Building and Standards Commission may hold a hearing of revocation for the contractor's license.

By my signature I am acknowledging I have read and understand all local requirements and will comply.

Signature of Permittee

Print Name

Date
Rev. 1-2-13 JRB



The City of West University Place

A Neighborhood City

Request for time extension to remove driveway approach and replace street curb per Chapter 18, Section 18-65 (b) (2).

Sec. 18-65. - Demolition.

(a) **Duty to remove, restore.** It shall be the duty of each permittee on a demolition permit, at the time required by this section:

- (1) To remove and properly dispose of each demolished structure and all equipment, slab, beams, porches, rubble, steps and other debris resulting from the work; and
- (2) Grade the surface of all the ground affected by the work so that water will not accumulate and the ground can be mowed with ordinary lawnmowers.

(b)

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I, _____, the owner of _____
(Print Name) (Address of request)

request, as provided for above in sec.18-65(b) (2), an extension of time not to exceed one (1) year from the date of this request. My intent is to reuse the existing driveway with the proposed new construction or use it to protect the trees in the area during construction. Should this driveway not be reused or removed and the sidewalk and curb be returned to its city approved condition on or before the one year allowed I am authorizing the city to use the monies here-in submitted to perform these tasks. Should I comply, as required, with-in the allowed time and approved by the city, in writing, I understand I will be refunded the monies submitted here-in with-in 60 days from written city approval.

_____	_____
Signature	Date
THE STATE OF TEXAS	§
	§
COUNTY OF HARRIS	§

This instrument was acknowledged before me on the ____ day of _____, 20__ ,
by _____, the owner of _____.

(SEAL)

Notary Public, State of Texas

Fee Schedule

For extension of time to remove a driveway approach and replace street curb, Chapter 18, Section 18-65 (b) (2)

1. Driveway approach total square footage @ \$3.00 per square foot.
2. Sidewalk total linear feet @ \$12.00 per linear foot.
3. Curb total linear feet @ \$1.00 per linear foot.

Driveway:	Length	X	Width	= Square feet	X \$3.00	Total
		X		=	X \$3.00	

Sidewalk:	Length	X	\$12.00	=	Total
		X	\$12.00	=	

Curb:	Length	X	\$1.00	=	Total
		X	\$1.00	=	

Sub-total: Driveway + Sidewalk + Curb = \$ _____ +

50% of sub-total = \$ _____ =

Grand Total: \$ _____

Information provided by: _____ **Date:** _____
(Print Name)



The City of West University Place

A Neighborhood City

Authorization and Declaration of Ownership for Demolition of Structure

STATE OF _____:

COUNTY OF _____:

On _____, 20____, the undersigned person(s) (referred to collectively as the "Owner") certifies that the owner owns the Property described below and signs this designation.

Property, Street Address: _____

Property, Legal Description: _____

Representation By the Owner: The Owner represents to the City of West University Place ("City") that the property is owned in fee simple and in common by the Owner. The Owner also designates an agreement with the undersigned company to perform a demolition of the structure(s), driveway(s), etc. in compliance with Chapter 18, Section 18-65.

Owner(s)

Signed: _____

Print: _____

Demolition Company:

Company Name: _____

Address (mailing): _____
City State Zip

STATE OF _____, COUNTY OF _____:

This instrument was acknowledged before me on _____, 20____ by _____

(SEAL)

My commission expires: _____, Notary Public